



IDEA-B DISCRETIONARY FUND FINAL REPORT

DEPARTMENT OF PUBLIC INSTRUCTION
DIVISION OF SPECIAL EDUCATION
SFN 12375 (7/02)

Fiscal Year

Complete one final report per project instructions on reverse side.

1. Applicant Organization (Name and Address)	2. Title of Project
3. Brief Description of Project	

4. Funding

Approved Discretionary Funds	Discretionary Funds Expended	Balance
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5. Project Period

Beginning Date (MM/DD/YY)	Ending Date (MM/DD/YY)
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6. Terms and Conditions

As A Condition Of Any Grant Or Contract Awarded Subsequent To This Application, The Undersigned Certifies The Project Will Be Conducted In Accordance With All Applicable Federal And State Laws, Rules, And Regulations.

Signature of Authorized Official/Project Director	Typed Name of Authorized Official/Project Director	Date Signed	
Title of Authorized Official/Project Director	Address		
City	State	Zip	Telephone Number

7. Expenditure Summary

Budget Category	IDEA-B Discretionary Funds	Applicants Participation			Total
		State Funds	Local Funds	Other Funds	
Personnel 100					
Consultant Services 300					
Travel 500					
Consumable Supplies 600					
Equipment 700					
Other 800					
TOTALS					

8. For State Office Use Only

Approved By	Amount	Date
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INSTRUCTIONS

General Instructions:

This report must be completed by all applicants approved for funding under the IDEA-B Discretionary Funded Project from the Department of Public Instruction, Division of Special Education. The report must be fully completed and signed by the applicant's authorized official and chairperson of the applicant's governing board. The report is due on or before 30 days after completion of the project. The entire report should be typewritten and contain original signatures. Final reports should be submitted to:

Department of Public Instruction
Division of Special Education
600 E. Blvd. Ave., Dept. 201
Bismarck, ND 58505-0440

Please read and follow the instructions carefully. Questions and inquiries should be directed to the Special Education office, telephone (701) 328-2277.

Special Instructions:

1. **APPLICANT ORGANIZATION:** The public agency that assumed programmatic and fiscal accountability for the use and disposition of IDEA-B Discretionary Funds awarded on the basis of an application. Include the business mailing address of the organization.
2. **TITLE OF PROJECT:** Indicate a brief, but descriptive project title. Check the box of the Priority Area the project addressed.
3. **BRIEF DESCRIPTION OF PROJECT:** Provide an abbreviated and informative summary of the project's purpose and expected accomplishments. Information will be used to provide information about your project to other units. Please use complete sentences.
4. **FUNDING:** Self-explanatory.
5. **PROJECT PERIOD:** Indicate project beginning and ending dates. Final reports are due on or before 30 days after the project has been completed.
6. **TERMS AND CONDITIONS - SIGNATURES:** Self-explanatory.
7. **EXPENDITURE SUMMARY:** Show the IDEA-B Discretionary money, by budget category, amounts expended for this project. Be sure that line figures agree, within 10 percent, with figures in your approved Application for Financial Assistance unless a budget revision is on file.
8. **STATE OFFICE USE ONLY:** Self-explanatory.
9. **DESCRIPTION OF ACCOMPLISHMENTS:** This description should be much more detailed than Number 3 and specific in describing what actual accomplishments and benefits were achieved by this project.
10. **INSERVICE TRAINING:** Provide the number of personnel by category who received inservice training -- complete this section only if inservice training was a part of this project.